

ASOTIN CITY COUNCIL MINUTES
October 9, 2017
Asotin City Hall, 121 Cleveland Street, Asotin WA

- I. CALL TO ORDER:** Mayor Bonfield called the City Council Meeting to order at 5:30p.m.
- II. PLEDGE OF ALLEGIANCE:** Councilmember Appleton Led the Pledge of Allegiance.

ROLL CALL: Joe Appleton, Jennifer Bly, Mervin Schneider, George Tucker

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman

PRESS: None

AUDIENCE: Elaine Greene

- III. PUBLIC HEARING:** None

- IV. ORAL COMMUNICATIONS- PUBLIC COMMENT:** None

Mayor Bonfield explained in consideration of others wishing to speak, your remarks will be limited to three minutes for items not listed on the agenda. Please stand, state your name and address for the records.

- V. CONSENT CALENDAR:**

- 1. Minutes of September 25, 2017 Regular Meeting**
2. Expense Checks- #40255-#40256 \$2,504.63 #40281-#40307 \$25,642.63
3. Payroll Checks- #40257-#40278 \$24,802.82 #40279-#40280 \$8,471.38
4. EFT - \$11,477.79 \$3,505.42
5. Voids- None
6. Approval of Unexcused and/or Excused Councilmember's absents

Councilmember Appleton made a motion to approve the consent calendar. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried. Councilmember Appleton made a motion to approve the absents of Councilmember Loeth. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

- VI. UNFINISHED BUSINESS:** None

- VII. NEW BUSINESS:**

- 1. Set additional Informational Meetings for the Tax Levy Lid Lift**

Mayor Bonfield stated she would like to have one more Informational Meeting on the Levy Lid Lift since she did not have adequate information for the meeting that took place on Saturday, October 7th. The council agreed to set the meeting for Saturday, October 21st, City Hall at 11:00am. Mayor Bonfield stated 14 people attend the meeting on Saturday. The questions and concerns will help her prepare for the next meeting.

- VIII. CONSULTANT/CONTRACTOR REPORTS:** None

Keller Associates, Inc.

a. USDA (Rural Development) Waste Water Treatment Plant Upgrade

Stillman Norton of Keller Associates, Inc. sent a letter to Contractors Northwest explaining the project needs to be completed by October 9th or the city will go after the retainage. As to date they have not responded. The operations and the new equipment at the Waste Water Treatment Plant are working well. The computer still needs an adjustment. The city and Keller Associates, Inc. is going to hold them to the specifications.

b. Cleveland Street Sidewalk Project

Clerk/Treasurer, Tiffany Rogers reported that the ad for the bid will be placed in the paper this Thursday. WSDOT had to approve the ad therefore, it has taken a while to place in the Tribune again.

IX. CLERK'S REPORT:

- 1. Free Community Halloween Trick-R-Trunk Event Saturday, October 28th 4pm-8pm
Asotin County Rodeo Grounds, sponsored by the Asotin County Fair & Rodeo**
- 2. Asotin's 2017 Holiday Craft Fair November 4th Asotin High School Gym 9am-4pm**
- 3. Asotin's Lighted Christmas Parade Saturday, December 9th 5pm City of Asotin**
- 4. Dog License Required \$50 lifetime (spayed or neutered) \$25 Yearly (not spayed or neutered)**

DEPARTMENTS:

a. POLICE DEPARTMENT:

Bomb Threat at Asotin Schools October 9, 2017

Press Release

At approximately 2:40pm this afternoon, we were alerted to a bomb threat made in the high school. The schools were already out for the day, other than students in events and other students waiting for parents, the building was immediately evacuated and police were notified. After arriving on scene a full-scale sweep of the entire school including the elementary was completed by Police, school administration, and custodial staff. Upon completion of the sweep at 4:05 pm, the school was deemed all clear and safe, students and staff were then allowed back into the school. The Asotin School Resource Officer will be completing a full investigation into the incident.

September 2017 Stats

Call to Service: 60

Traffic Enforcement Stops: 46

Citations: 15 2 Criminal Traffic 2 Criminal Non-Traffic 19 Total

Arrests: 5 Physical, 2 Citations

2 DV Assault, DV Assault/Property Damage

2 DWLS

2 Warrants

Investigating a Sex Offense

Halloween Safety Tips

Police Chief, Monte Renzelman will be doing a press release on the Halloween Safety Tips.

b. **CITY ATTORNEY:** None

c. **FIRE DEPARTMENT:** None

d. **PLANNING COMMISSION:** None

- Next Regular Meeting Thursday, January 4, 2018 7:00pm City Hall

e. **CIVIL SERVICE COMMISSION:**

- Next Regular Meeting Wednesday, October 11, 2017 1:15pm City Hall

f. **ASOTIN MUNICIPAL COURT**

- Next Court Date Thursday, October 26, 2017 1:30pm City Hall

COMMITTEE REPORTS:

- Mayor Pro-Tem**—Jennifer Bly
- Administrative Personnel**—Jennifer Bly
- Public Safety (Law Enforcement, Fire Safety, Emergency Services)**—Joe Appleton & George Tucker
- Public Works (Water, Sewer, Utility Franchises)**—Jennifer Bly & George Tucker
- Transportation (Streets, Dept of Transportation Liaison)** - Mervin Schneider & George Tucker
- Parks and Recreation (Parks, Cemetery, Asotin Community Center)** – Joe Appleton & Mervin Schneider
- Finance** - Jennifer Bly & Mervin Schneider
- Asotin County EMS Board** - Lori Loseth Quarterly 2nd Tuesday @ 7:30am Tri-State Hospital
- Asotin County Solid Waste Advisory** Lori Loseth TBA
- Asotin County Health District** - Vikki Bonfield 4th Monday @ 1pm Asotin County Annex
- PTBA** - Mervin Schneider 2nd Wednesday @ Clarkston PTBA Bldg 15th Street
- MPO Technical Advisory Committee** - Bob Portlock 4th Wednesday @ 1:30pm Lewiston Public Works Bldg
- MPO Policy Board** – Vikki Bonfield 2nd Thursday @ 4pm Lewiston Public Works Bldg
- Stormwater** - Jennifer Bly Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Mervin Schneider- Councilmember Schneider inquired as to why the traffic counter was on the highway. Clerk/Treasurer, Tiffany Rogers will ask Public Works Superintendent, Bob Portlock.

Joe Appleton- Councilmember Appleton inquired as to what company was doing the sewer main flushing. Mayor Bonfield stated it is a company from Idaho it was less expensive than Clarkston. Councilmember Appleton asked about the flag on the Memorial Bridge when it was going to be taken care of so it can be lowered. Clerk/Treasurer, Tiffany Rogers stated Noel Abbott from the VFW was working on that project for the city. Mayor Bonfield also stated that Police Chief, Monte Renzelman will be providing a website to Clerk/Treasurer, Tiffany Rogers that will inform her as to when to lower and raise the flag. It will be a federal notification.

Jennifer Bly- Councilmember Bly asked the other councilmembers if they had reviewed the union contract she e-mailed them. Councilmember Appleton had not had a chance to read it yet. Councilmember Bly would like to wait for any decisions to be made when there is a full council.

George Tucker- None

Lori Loseth- Absent

MAYOR’S REPORT:

Mayor Bonfield stated Councilmember Bly, Councilmember Loseth and she was at the Saturday, October 7th Informational Meeting to take comments and concerns about the Tax Levy Lid Lift. One suggestion was to hold a council meeting at the 7:00pm time frame for families that work and have to go home first to feed children. Councilmember Bly said she commented that usually once someone gets home from work, they don’t generally leave the house again. Another suggestion was to raise taxes in small amounts more often instead of a large amount all at once. One audience member stated do nothing with the marina, simply stay with what we have. There was a request for more material information and to provide a budget, however most of the people stated they didn’t understand the budget. Clerk/Treasurer, Tiffany Rogers stated she can create a bullet point flyer to help with questions and concerns. Mayor Bonfield stated she explained to the audience the city does not receive the funding from the cemetery district tax, therefore, the city has to maintain our own cemetery with our own monies. An audience member stated they could not find any information about council meetings, budgets, or minutes. Mayor Bonfield stated the City of Asotin has a website that hosts each council meeting minutes, agenda and the budget. The agenda is posted in Sunday’s paper and at the post office. The City of Asotin also has a Facebook page and the utility statement has a lot of information on it each month. The City also posts information on the reader board. She encouraged everyone to get on-line look at the minutes to be informed and or call for a copy of the minutes. Mayor Bonfield had to explain why the city had to have our own Asotin Municipal Court and our own Police Department. While explaining this she informed the audience these two entities are mandated by the state to have with no support monies from the state. These entities do not make revenue for the city, they are an expense to the city and the city will be lucky just to maintain services or break even. An audience member stated he does feel very safe in the City of Asotin when his children walk to and from school every day, you see an officer and that made him and his family feel safe. Other topics discussed were the expenses of the School Resource Officer, Civil Service, Cost of an election, the fact that the city had a State of Washington Audit that cost the city \$22,000.00 in 2017. Councilmember Loseth had stated at the meeting she didn’t understand either when she first came on to the council. Once you get involved you get to know what goes on. An audience member calculated the assessed value of the city which is 87 million times the rate of \$2.02 per 1,000 of assessed value and he stated yes the city only does receive \$176,000 property taxes. Mayor Bonfield pointed out that 35% of that goes to the street department. Mayor Bonfield stated that Mr. Claassen really enjoyed the city newsletters and felt like it kept us informed. Mayor Bonfield stated it was so time consuming, but maybe it could be done quarterly. Elaine Greene asked if the reader board messages could be held for a longer period of time. Clerk/Treasurer, Tiffany Rogers stated it is on there for 3 seconds and could bump it up to 5 seconds and see how that works.

XI. RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: None

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:11pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers